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From: **Karoliina Kaski** <[Karoliina.Kaski@omnia.fi](mailto:Karoliina.Kaski@omnia.fi)>

Date: N, 10. jaanuar 2019 kell 13:30

Subject: CORE | Partner Agreement

To: Andrei Atškasov ([andrei.atskasov@khk.ee](mailto:andrei.atskasov@khk.ee)) <[andrei.atskasov@khk.ee](mailto:andrei.atskasov@khk.ee)>, Sigrid Tani <[sigrid.tani@khk.ee](mailto:sigrid.tani@khk.ee)>

Cc: Mika Heino <[Mika.Heino@omnia.fi](mailto:Mika.Heino@omnia.fi)>

Dear Andrei and Sigrid,

Happy to have you on board co-working in CORE project for the next two years!

Please find attached TKHK's Partner agreement with some annexes:

- a. Detailed budget relating to the activities of the Partner
- b. Detailed description of the action (has been sent to you by Mika Heino on 21.12.2018, we can provide you it again by request)
- c. Copy of Agreement No 2018 – 3865 / 001 – 001 between Coordinator and the Agency (attached here as "2018-3856 SIGNED CONTRACT")

We would kindly ask you to complete the agreement with following information:

- complete details of the Partner institution (1<sup>st</sup> page)
- Partner's bank account information (Article 7, on page 4)
- Partner institution's legal representative's name, title and signature, as well as date and location (final page)
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The sections in question are highlighted with yellow on the agreement, you may remove the highlighting after filling in the information.

Please provide us with the signed agreement by our 1<sup>st</sup> CORE meeting in March at latest. You can also send us the scanned version by e-mail as soon as you have it.

Do not hesitate to contact us with further questions or comments.

Looking forward to meeting you in March!

Best regards,

Karoliina

**Karoliina Kaski**

Project assistant

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